

**MINUTES
HIGHER LEARNING COMMISSION SELF-STUDY SUBCOMMITTEES**

Room 235 Danley Hall
May 4, 2011
2:30 p.m.

A meeting of the Steering Committee for the Higher Learning Commission of the North Central Association Self-Study was held May 4, 2011 in Room 235, Danley Hall.

Members Present:

Carlotta Lockmiller, Chair	Shirley Mixon, Assist.Coord.	Bronson Warren
Debbie Allen	Joanna Harris-Young	Doug Weirick
Robert Castleberry	Adrianna Lancaster	Duane C. Anderson
Nicholas Cheper	Rahmona Thompson	
Becky Isaacs	Brenda Walling	

Members Absent:

Ex-Officio Member:

Holly Sewell

I. Call to Order

Dr. Lockmiller called the meeting to order at 2:30 pm. This is the last meeting of the Spring term. The next meeting will be scheduled in August.

II. Description of Process for Final Review of the Self Study

At today's meeting the committee will go through chapters one through five. Discussion and questions are welcome. Dr. Lockmiller reported that Chapter Seven may become an appendix to the self study. While in Chicago, Dr. Lockmiller looked at other self studies and found that Federal Compliance information could be included as an appendix.

III. Discussion of the Introduction

A couple of minor changes were made to the Introduction.

IV. Discussion of Chapter One

A paragraph and other changes were added to Chapter One clarifying the reporting process in the Administration and Finance division. Chapter One has no challenges.

V. Discussion of Chapter Two

Dr. Steve Turner added information to Chapter Two regarding the Administration and Finance Division. Staff salaries were also addressed. A change in one of the challenges removed the word transparency in a couple of places because the intent of the word was not clear.

VI. Discussion of Chapter Three

After careful review, the technology challenge in Chapter Three was changed to a strength. This creates internal consistency in the document between Chapters Three and Five.

VII. Discussion of Chapter Four

No changes were made to this chapter.

VIII. Discussion of Chapter Five

The challenge regarding input on faculty and staff satisfaction was taken out. In January 2011, the Regional University System of Oklahoma conducted a satisfaction survey with the six regional universities which helped address this challenge.

IX. Motion to Approve the Self Study

Dr. Shirley Mixon made a motion that the East Central University Higher Learning Commission Steering Committee approve the proposed self study document. Dr. Nicholas Cheper seconded the motion. The motion passed unanimously.

X. Adjourn

Dr. Anderson and Dr. Lockmiller thanked everyone, especially the committee chairs, for their hard work on the self study. Dr. Anderson will have the document posted on the ECU intranet for on campus viewing only. He would like to see if there is any feedback from faculty, staff and students.

There being no further business, the meeting was adjourned at 2:50 pm.

Carlotta Lockmiller

Date